

**FAUQUIER COUNTY
ARCHITECTURAL REVIEW BOARD**

Meeting Minutes

April 3, 2013
4:00 p.m.

2nd Floor Conference Room, Warren Green Building, 10 Hotel Street, Warrenton

Attendance:

Mary Root, Chair (Citizen-at-Large)
Patricia Fitch (Center District Representative)
Bob Lee (Planning Commission Representative)
Chris Phillips (Lee District Representative)
Julie Broaddus (Scott District Representative)
Hilary Gerhardt (Cedar Run District Representative)

Staff:

Wendy Wheatcraft, Preservation Planner

ARB Members Absent:

Jack LaMonica (Marshall District Representative)

Guests:

Glenn Stach, Hill Studio
Catherine Payne, Fauquier County Economic Development

1. Ms. Root called the meeting to order at 4:05 p.m.

Ms. Wheatcraft noted the audio recorder on the table and explained that the ARB meeting was being recorded to help with note taking. Ms. Young is no longer able to attend the ARB meetings to provide this helpful service.

2. Ms. Fitch stated that she had concerns regarding the February meeting minutes. She wished to add a statement that reflected her suggestion to invite the Commonwealth Attorney to the cemetery workshop. Ms. Root made a motion to approve the February meeting minutes with the additional statement. The motion carried 5-1.
3. There was no official new business. However, there was a question regarding the special ARB meeting held on March 20, 2013. Since the regularly-scheduled meeting on March 6 was cancelled due to the snow storm, the special meeting was held to provide a work session for the cemetery workshop. According to the Zoning Ordinance, Chapter 14, the ARB Chair or two ARB members may request a special meeting. Action items (actions that require a vote) may not be introduced at a special meeting. Meeting minutes were requested for the special meeting. Ms. Wheatcraft stated that meeting minutes were not required for a special meeting due to the fact that no action items can be considered, but she offered to write up her meeting notes and send them to the ARB members.
4. Glenn Stach with Hill Studio presented a working draft of the heritage tourism project. ARB members were asked to comment and provide recommendations. There was discussion. Mr. Stach asked the ARB members to send written comments or additional images during the next two weeks to Ms. Wheatcraft who would in turn submit them to Mr. Stach to be added to the project.

5. The ARB discussed final preparation for the cemetery workshop scheduled for April 13, 2013. Ms. Fitch reiterated that she wanted the Commonwealth Attorney to be invited to the workshop.
6. The next regularly-scheduled ARB meeting date is May 1, 2013.
7. There being no further business, the meeting was adjourned at 5:35 p.m.